

1

2



3

4

### MINUTES

5

Oakley City Planning Commission

6

Regular Meeting

7

June 5, 2024 6:00 p.m.

8

Zoom Meeting Platform was available

9

10

#### AGENDA

11

**1. Open Meeting.**

12

**Public Comment:** \*Public comment is for any matter not on the agenda and not the subject of a pending land use application. If you would like to submit comments to Commission, please email [stephanie@oakleycity.com](mailto:stephanie@oakleycity.com)

13

14

15

**2. Possible Action: Approval of meeting minutes from 5.1.2024**

16

17

**3. Discussion: Land Use Code Amendments.** Discussion regarding changes to Oakley City Code, Chapter 13, Land Use and Management, specifically related to affordable housing (13-6,) Accessory Dwelling Units ( 13-9-5,) Short-term rentals (13-9-20,) and if time permits, signs (13-9-4.)

18

19

20

**4. Discussion. Planning Commission Bylaws.** Discussion regarding terms for planning commissioners.

21

22

**5. Planner Items**

23

**a. Eastern Summit County General Plan information**

24

**6. Adjourn**

25

26

27

#### MINUTES

28

**1. Call to order and roll call:**

29

a) Planning Commission: Chairman Cliff Goldthorpe; Commission Members: Kent Woolstenhulme, Doug Evans, Richard Bliss, Jan Manning

30

31

b) City Staff: Stephanie Woolstenhulme, City Planner;

32

33

c) Other: Stephanie Hurt, Monte Hurt, Charles Lawler, Lloyd Embry, Paula Trater, Megan McKenna

34

35

36

**Public Comment:** Public comment is for any matter not on the agenda and not the subject of a pending land use application.

37

38 Megan McKenna with Mountainlands Community Housing Trust introduced herself and  
39 explained some of the resources offered through Mountainlands.

40

41 2. Possible Action: Approval of meeting minutes from 5.1.2024

42 Doug Evans makes a motion to approve the minutes from 5.1.2024.

43 Jan Manning seconds the motion.

44 All in favor.

45

46 3. Discussion: Land Use Code Amendments. Discussion regarding changes to Oakley City  
47 Code, Chapter 13, Land Use and Management, specifically related to affordable housing  
48 (13-6,) Accessory Dwelling Units ( 13-9-5,) Short-term rentals (13-9-20,) and if time  
49 permits, signs (13-9-4.)

50 General Discussion began with affordable housing. Current code requires 15% - 8 lot  
51 exception requirement for affordable housing. The 15% number was generated from a  
52 needs analysis from the County. Question was asked of Megan McKenna when a new needs  
53 analysis would be done by county. She responded that those analysis' were required every  
54 5 years and last one was 2019. Commissioner Evans suggested that our code language  
55 reflect that we would match whatever the current needs analysis suggests. Discussion  
56 related to a regional housing authority. Discussion regarding elements of affordable  
57 housing code.

58 General Discussion regarding accessory dwelling units.

59 General Discussion regarding nightly rentals. Agreement among commissioners to prohibit  
60 nightly rentals in Oakley boundaries.

61

62 4. Discussion. Planning Commission Bylaws. General discussion as to changing allowed term  
63 limits for planning commissioners. Proposal would be to allow a commissioner to serve for  
64 2 terms in addition to any partial term that was the result of a midterm appointment.

65

66 5. Planner Items: Eastern Summit County General Plan information. General information  
67 regarding Summit County's plan and process for updated the general plan for Eastern  
68 Summit County and opportunities to get involved. Discussed the opportunity to review the  
69 community survey data results. Commissioner Doug Evans asked whether Oakley City  
70 should conduct another survey for community input regarding some concerns like  
71 affordable housing and recreation. City Planner Woolstenhulme provided an update on the  
72 scope of work for the recently received grant.

73

74 6. Adjourn

75

76 Cliff Goldthorpe makes a motion to adjourn.

77


78 Minutes accepted as to form this 7<sup>th</sup> day of Aug. 2024.

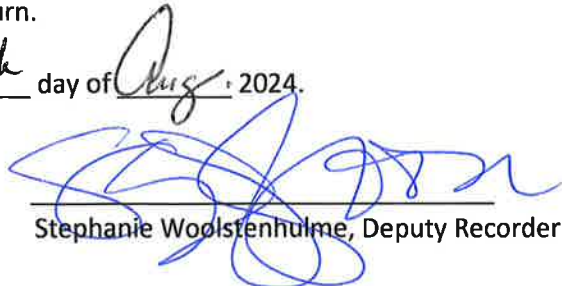
79

80

81

82

  
Cliff Goldthorpe, Chairman

  
Stephanie Woolstenhulme, Deputy Recorder